

VICTORIAN OPERA

POSITION DESCRIPTION: HEAD MECHANIST

Position Title: Head Mechanist

Reports To: Header of Production / Production Manager

Department: Technical / Production

Employment Type: Full-time

Closing Date: Friday 6 February, 5:00pm

POSITION SUMMARY

The Head Mechanist is responsible for the safe, efficient, and high-quality delivery of all scenic elements of productions. This role leads the mechanist team and oversees the installation, operation, and maintenance of sets, while ensuring full compliance with safety standards. The Head Mechanist works closely with the creative team to ensure the artistic vision is realised effectively and safely.

KEY RESPONSIBILITIES

Leadership & Supervision

- Lead, supervise, and mentor the mechanist team, including scheduling and task allocation
- Ensure all crew are trained and competent in mechanical systems and safe work practices
- Act as the primary point of contact for all mechanist-related matters

Mechanical Operations

- In collaboration with Production Managers assist with cost out of new productions scenic designs
- As required by designers, plan build schedules and or Bid Documents
- Oversee the installation, operation and maintenance of all scenic elements.
- Ensure smooth execution of scene changes, automation cues, and mechanical effects during rehearsals and performances
- Troubleshoot and resolve issues promptly and safely

Safety & Compliance

- Ensure all mechanical systems comply with relevant safety regulations, standards, and codes of practice

Horti Hall, 31 Victoria St, Naarm / Melbourne, VIC 3000, Australia | PO Box 524, Carlton South, VIC 3053 | Telephone +61 3 9001 6400

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ABN 56 116 549 798

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- Assist with risk assessments, inspections, and toolbox talks.
- Maintain documentation including maintenance logs, safety checks, and incident reports

Planning & Coordination

- Collaborate with directors, designers, stage managers, and production managers to realise creative visions within budgetary constraints
- Contribute to production planning, bump-in/bump-out schedules, and technical rehearsals
- Manage mechanical requirements for touring productions, including transport and venue adaptation

Maintenance & Asset Management

- Oversee routine and preventative maintenance of mechanical equipment and tools
- Monitor inventory and coordinate repairs or replacements as required
- Assist with budgeting and cost control related to technical resources

SKILLS & EXPERIENCE

Essential:

- Extensive experience as a mechanist within live performance, theatre, events, or touring environments
- Proven leadership and team management experience
- Strong knowledge of stage machinery, rigging, automation, and mechanical safety
- Excellent problem-solving skills and ability to work under pressure
- High level of communication and organisational skills

Desirable:

- Previous experience working on new builds
- Formal trade qualification or technical certification
- Experience with touring productions and multi-venue environments
- Licences for Working at Heights, EWP, Forklift, Rigging, and Heavy Vehicles are highly desirable.

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PERSONAL ATTRIBUTES

- Calm and decisive under pressure
- Strong attention to detail and safety-focused mindset
- Collaborative and professional approach
- Flexible availability, including evenings, weekends, and touring schedules

To apply, please email your resume and cover letter to recruitment@victorianopera.com.au by Friday 6 February, 5:00pm.

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